



FILE WITH THE  
NASSAU COUNTY DEPARTMENT OF ASSESSMENT  
240 OLD COUNTRY ROAD, 4<sup>TH</sup> FLOOR  
MINEOLA, NY 11501  
ATTN: ASIE COMPLIANCE

**ASIE - 2005 HOTEL  
ANNUAL SURVEY OF  
INCOME AND EXPENSE**

**SECTION A - PROPERTY IDENTIFICATION**

LIST ONLY THE PRIMARY SECTION, BLOCK & LOT

SECTION

BLOCK

LOT

PROPERTY ADDRESS

INCLUDE TOWN AND ZIP CODE

YOU MAY CONSOLIDATE YOUR FILING FOR CONTIGUOUS  
PROPERTIES THAT ARE COMMONLY OWNED AND OPERATED

DOES THIS SUBMISSION INCLUDE MORE THAN ONE TAX LOT?

CHECK IF RELEVANT ☐ ALL LOTS ARE CONTIGUOUS  
☐ ADDITIONAL LOTS ARE LISTED ON AN ATTACHED SHEET  
☐ ALL LOTS ARE OPERATED AS AN ECONOMIC UNIT

CHECK YES ☐ OR NO ☐

IF YES, INDICATE THE NUMBER OF TAX LOTS \_\_\_\_\_  
AND LIST THEM BELOW



SECTION		BLOCK		LOT		SECTION		BLOCK		LOT	
SECTION		BLOCK		LOT		SECTION		BLOCK		LOT	
SECTION		BLOCK		LOT		SECTION		BLOCK		LOT	

**SECTION B - CONTACT INFORMATION**

OWNER OR OPERATOR'S NAME ☐ OWNER ☐ OPERATOR

ORGANIZATION

CONTACT PERSON

CONTACT PERSON'S RELATIONSHIP TO PROPERTY

CONTACT'S DAYTIME TELEPHONE

E-MAIL ADDRESS

**SECTION C - PROPERTY DESCRIPTION AND USE**

HOTEL NAME -




ROOM TYPE	NUMBER OF EACH	SINGLE RATE	DOUBLE RATE	BANQUET/CONFERENCE
		\$	\$	SEATS
		\$	\$	SQFT
		\$	\$	
TOTAL NUMBER OF ROOMS	TOTAL NUMBER OF KEYS	TOTAL GROSS AREA	NUMBER OF STORIES	NUMBER OF BUILDINGS



## SECTION D - PARKING

17	DOES THIS SUBMISSION INCLUDE PARKING YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, DETAIL BELOW			
	OUTDOOR PARKING		INDOOR PARKING	
18	TOTAL NUMBER OF SPACES		TOTAL NUMBER OF SPACES	
	NUMBER OF PAID SPACES (IF ANY)		NUMBER OF PAID SPACES (IF ANY)	
	DAILY RATE	\$	DAILY RATE	\$

## SECTION E - PROPERTY LEASE INFORMATION

19	IS THIS PROPERTY SUBJECT TO A NET LEASE BETWEEN UNRELATED PARTIES YES <input type="checkbox"/> NO <input type="checkbox"/> IF YES, CHECK APPROPRIATE BOX BELOW	
	<input type="checkbox"/> NET LEASE - A LEASE REQUIRING THE TENANT TO PAY, IN ADDITION TO A FIXED RENTAL, MANY OF THE EXPENSES FOR THE OPERATION OF THE PROPERTY - INDICATE THE NET LEASE AMOUNT IN THE SPACE PROVIDED HERE \$  _____ AND IN THE APPROPRIATE SECTIONS ON THE HOTEL / MOTEL INCOME & EXPENSE FORM. IN ADDITION, YOU MUST REPORT ANY EXPENSES YOU ARE RESPONSIBLE FOR IN THE APPROPRIATE SECTIONS OF THE HOTEL / MOTEL INCOME & EXPENSE FORMS.	
	<input type="checkbox"/> TRIPLE NET LEASE - A LEASE WHICH OBLIGATES THE TENANT TO PAY ALL OF THE EXPENSES OF THE LEASED PROPERTY, SUCH AS TAXES, INSURANCE, MAINTENANCE, UTILITIES, ETC. INDICATE THE TRIPLE NET LEASE AMOUNT IN THE SPACE PROVIDED HERE  \$ _____ AND IN THE APPROPRIATE SPACE ON THE INCOME AND EXPENSE FORM. PLEASE REFER TO THE INCOME AND EXPENSE FORM ATTACHED FOR FURTHER INSTRUCTIONS FOR TENANTS AND OPERATORS.	
<input type="checkbox"/> GROUND LEASE - A LEASE OF VACANT LAND, OR LAND EXCLUSIVE OF THE BUILDING(S) ON IT. INDICATE THE GROUND RENT IN THE SPACE PROVIDE HERE  \$ _____ AND IN THE APPROPRIATE SPACE ON THE INCOME AND EXPENSE FORM. PLEASE REFER TO THE INCOME AND EXPENSE FORM ATTACHED FOR FURTHER INSTRUCTIONS FOR TENANTS AND OPERATORS.		

## SECTION F - SALES INFORMATION (within last 5 years)

20	WAS THE PROPERTY ACQUIRED IN AN ARMS-LENGTH TRANSACTION WITHIN THE LAST 5 YEARS? YES <input type="checkbox"/> NO <input type="checkbox"/> AN ARM'S LENGTH TRANSACTION - IS A LEGAL TERM MEANING THAT THERE EXISTED NO SPECIAL RELATIONSHIP BETWEEN THE PARTIES INVOLVED IN ANY MANNER WHICH WOULD TAINT THE RESULT.	
	MONTH AND YEAR OF SALE _____	PURCHASE PRICE \$ _____

## SECTION G - MAJOR CAPITAL IMPROVEMENTS (within last 5 years)

21	A CAPITAL IMPROVEMENT IS A PHYSICAL ALTERATION, RENOVATION, REHABILITATION, REMODELING, CONVERSION, ADDITION OR EXTENSION MADE TO THE REAL PROPERTY WHICH HAS AN EXPECTED LIFE OF GREATER THAN 5 YEARS.		
	IMPROVEMENTS	DATE	COST / LIFE

## SECTION H - ATTACHMENTS AND CERTIFICATION

I certify, under penalty of perjury, that the information contained within this form and the attached Income and Expense Statement is accurate and truthful.

_____ SIGNATURE	_____ NAME (PRINT)	_____ DATE
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SECTION		BLOCK		LOT(S)		ASIE - HOTEL 2005 INCOME	
REPORTING PERIOD AND ACCOUNTING BASIS				REPORTING YEAR FROM ____/____/____ TO ____/____/____ ACCOUNTING BASIS CASH <input type="checkbox"/> ACCRUAL <input type="checkbox"/>			
DEPARTMENTAL		2005 OCCUPANCY	2005 AVERAGE DAILY RATE	2005 REVPAR	2005 INCOME (\$/YR)		
1	ROOMS	%	\$		\$		
2	FOOD AND BEVERAGE				\$		
3	TELEPHONE				\$		
4	CONFERENCE AND EXHIBITS				\$		
5	PARKING				\$		
6	OTHER DEPARTMENT				\$		
7	TOTAL DEPARTMENTAL INCOME				\$		
RENTAL TENANTS		NUMBER OF UNITS	SQUARE FEET	NUMBER OF VACANT UNITS	SQUARE FEET VACANT		
8	STORES					\$	
9	RESTAURANTS					\$	
10	OFFICES					\$	
11	OTHER (DETAIL BELOW)					\$	
12	TOTAL RENTAL TENANT INCOME				\$		
ANCILLARY							
13	SIGNAGE/BILLBOARD				\$		
14	CELL TOWERS/ANTENNA				\$		
15	OTHER (DETAIL BELOW)				\$		
16	TOTAL ANCILLARY INCOME				\$		
17	TOTAL GROSS INCOME ALL SOURCES				\$		
NOTES							



SECTION		BLOCK	LOT(S)	ASIE - HOTEL 2005 EXPENSE
<b>DEPARTMENTAL</b>				
18	ROOMS			\$
19	FOOD AND BEVERAGE			\$
20	TELEPHONE			\$
21	OTHER DEPARTMENT			\$
22	<b>TOTAL DEPARTMENT EXPENSES</b>			\$
<b>UNDISTRIBUTED EXPENSES</b>				
23	ADMINISTRATIVE & GENERAL			\$
24	MARKETING			\$
25	MANAGEMENT FEES			\$
26	FRANCHISE FEE			\$
27	ENERGY			\$
28	PROPERTY MAINTENANCE			\$
29	INSURANCE			\$
30	<b>TOTAL UNDISTRIBUTED EXPENSES</b>			\$
31	<b>TOTAL HOTEL EXPENSES</b>			\$
<b>NOTES</b>				
<b>FURNITURE FIXTURES &amp; EQUIPMENT DETAILS</b>				
IS THERE A RESERVE FOR FF&E? <input type="checkbox"/> YES <input type="checkbox"/> NO				
CONTRIBUTION TO RESERVE IN REPORTING YEAR				\$
COST OF ITEMS PURCHASED IN REPORTING YEAR				\$
BOOK COST OF ALL FF&E AT YEAR END				\$
DEPRECIATION OF FF&E IN REPORTING YEAR				\$

